North Dakota
1D Barcode Specifications TY2005
October 26, 2005

The North Dakota Tax Department utilizes a scanning/imaging solution to process tax returns and payment vouchers. This document is designed to provide tax preparation software developers ("vendors") with requirements for the computer generated tax forms.

1-D Barcode Specifications:

- 2 of 5 Interleave

- Barcode Dimensions – minimum 3/8" x 1 ¼ "

- Print Barcode numbers under the barcode

- Place the barcode in the same position as the sample form, using the margin requirements of the NACTP. The ND-1CR, ND-1NR, and ND-1FA show barcodes but they are **not** needed. Our design software puts them on the forms automatically.

- If you purchase forms from another vendor: Use your NACTP ID in the barcode. Print the form developer's number in the lower left corner.

Barcode layout for the following forms:

ND-1	ND-2	400-ES	ND-1EF	ND-1OF
ND-1V	NDW-R	Form 40	40-ES	Form 38
401-ES	Form 58	Form 60	400-EXT	401-EXT
40-EXT	40-X	40-UT	F-307	

10 (ten) characters as follows:

- Tax Year – 2 characters

- Form ID – 2 characters – Appendix A

- NACTP ID – 4 characters

- Page Number – 2 characters

Example: Assuming North Dakota as a vendor with the ID of 9999, and the form ID 01, the barcode would be:

0501999901 – Page 1

0501999902 - Page 2

We have added this section because these returns are **not** year dependant. We are trying to minimize the number of forms we have to add to our scanning solution. We are also trying to minimize the number of submissions that vendors need to make each year.

Barcode layout for the following forms:

Form 306	Form ST-1	Form ST-2	Form 301-EF	Sales and W/H Permit App.

12 (twelve) characters as follows:

- Form Revision Date – 4 characters (MMYY) – Revision date found on Appendix A

- Form ID – 2 characters (Appendix A)

- NACTP ID – 4 characters (XXXX)

- Page Number – 2 characters (01)

Example: Assuming North Dakota as a vendor with the ID of 9999, and the Form ID of 14 (Withholding Return), the barcode would be:

099714999901

Note: A 1D barcode is not required on any form <u>not</u> included in Appendix A, even though it may be on the example. The software we use to design most of the forms automatically includes the barcode, but it is not needed for processing.

<u>Update</u>
When creating the Estimated Payment Vouchers, make sure the barcode is the same for all four vouchers even if they are printed on multiple pages. Example: 0303xxxx01

Appendix A: Form IDs for 1D barcode

01   Form ND-1
02   Form ND-2
03   Form 400-ES
04   Form ND-1EF
05   Form ND-lOF
06   Form ND-1V
07   Form NDW-R
08   Form 40
09   Form 40-ES
10   Form 38
11   Form 401-ES
12   Form 58
13   Form 60
14   Form 306   Revision Date 0997
15   Form ST — 1 column version   Revision Date 0205
16   Form ST —2 column version   Revision Date 0205
17   Form 301-EF   Revision Date 1003
18   Form 400-EXT
19   Form 401-EXT
20   Form 40-EXT
21   Form 40-X
22   Form 40-UT
23   Form F-307
24   Income Tax Withholding and Sales and Use Tax Permit Application   Rev 0805

*Bold Items have been added or updated